

Crystal Bay Sunset (CBSS) Public Utility Board (PUB) Minutes of Annual General Meeting (AGM) - May 20, 2018

1. Call to order
 - Pearl Morrison, Chair, called the meeting to order at 12:20 pm with 40 water subscribers in attendance.
 - Pearl asked that all please check their email address and update if needed; we email subscribers their invoices, receipts and information.
 - Pearl introduced Board members Ian Carleton, Jamie Little, Ray Swayze, Evelyn Bloom (unable to attend) and Secretary-Treasurer Kathleen Tesch.
 - Ron Harris and Joanne Schlekewy were thanked for their diligent ongoing care of our water system. Their excellence and dedication are much appreciated.
2. Agenda
 - Motion by Norm Perret to approve agenda as circulated, seconded by Ron Harris.
Carried.
3. Minutes of 2017 AGM
 - Motion by Shirley Paulson to approve minutes of 2017 AGM as distributed, seconded by Norm Perret. Carried.
 - Minutes will continue to be posted on RM website (www.rmofmervin.com)
4. Update from Board
 - Accounts – 99 accounts billed for 2017 (7 subscribers have more than 1 hookup and therefore pay more than one annual fee).
 - All 2017 payments are up-to-date as of the end of 2017.
 - Invoices are emailed if we have an email address; we encourage prompt payment.
 - There is an online payment option, or e-transfer to CBSS PUB email.
 - Agreements
 - As ownerships change, agreement is signed with new owners. Several ownership changes occurred over the fall & winter; agreements are being obtained with new owners.
 - New installations require a signed agreement and payment before installation is done.
 - Board has original paper copy and electronic backups of agreements.
 - Ray gave reminders re water use, turning water on/off. Please use water wisely. During the summer, water outside during the week if you are here and watering is needed, and please don't water outside from 1 – 7 pm. Note that it is the cabin owner's responsibility to have proper connections to the cabin and to fix leaks.
 - Ray noted that sharing of water between subscribers is not allowed according to the water subscribers' agreement that all subscribers sign. Discussion occurred regarding what sharing meant.
 - Ian reviewed Annual Notice to Consumers re water testing done in 2017.
 - Notice is posted on Bulletin Board and copies are available for review.

- Daily testing is done by water operator for chlorine residual (free and total) and turbidity.
 - Regular testing by SK Lab in Regina – samples sent 2x/month in summer, 1x/month in winter. Results continue to be compliant with standards (0 organisms, turbidity and chlorine in appropriate ranges.)
 - Every 2 years – General Chemical and Health & Toxicity testing. Being done in May 2018. All results continue to meet SK guidelines, except alkalinity and manganese levels are high, which has been the case since the water system was implemented.
 - Inspection – Water Security Agency inspector visits, usually once per year. Excellent report in June 2017.
 - Information on drinking water is available at www.saskh2o.ca
5. Budget for 2018
- Pearl reported on Financial statements for 2017; handouts were provided.
 - Statement of Financial Position (balance sheet) – now includes Net Financial Assets (separate from Non-Financial Assets).
 - Statement of Operations, Statement of Change in Net Financial Assets, Statement of Cash Flow.
 - Pearl presented the 2018 Budget.
 - Motion by Rod Sellers to approve 2018 Budget as presented, seconded by Wendy Carleton. Carried.
 - Water rates - Ian presented information the Board reviewed in determining a water rate adjustment for 2018 and the following three years. Prior to this change the rates had been the same for nine years (since 2009).
6. Election of Board Members – three to be elected (RM appoints two).
- RM reappointed Councillor Evelyn Bloom and Ray Swayze for 2018.
 - Jamie noted that the Board welcomes interested parties who would like to learn more about what's involved in the PUB, so they could take on the Board member role in the future, as he did in his first year with the Board. This year Chris Schenn and Gilbert Baillargeon have agreed to be apprentice members for the upcoming year.
 - Ron Harris nominated Pearl Morrison; Rod Sellers seconded it.
 - Mark Robinson nominated Jamie Little; Teresa Popowicz seconded it.
 - Teresa Popowicz nominated Ian Carleton; Mark Robinson seconded it.
 - Rod Sellers moved that nominations cease; seconded by Olive Schneider. Carried.
 - The members nominated will be the 2018-2019 Board members.
7. The Chair adjourned the meeting at 1:05 pm.